

**MINUTES**  
**Town of New Gloucester**  
**BOARD OF ASSESSOR'S & BOARD OF SELECTMEN'S MEETING**  
**7:00 p.m.**  
**Monday, August 15, 2016**  
**At the Meetinghouse**

*For review of the complete discussions and motions, please see the recording available at the Public Library or on our website at [www.newgloucester.com](http://www.newgloucester.com)*

## **BOARD OF ASSESSOR'S MEETING**

### **I. CALL THE MEETING TO ORDER & ATTENDANCE**

Chairman, Linda Chase, called the meeting to order at 7:02 p.m. Present were Chairman, Linda Chase; Vice-Chairman, Steven Libby, Selectmen, Stephen Hathorne and Laura Sturgis; Town Manager, Paul First; and Recorder, Sharlene Myers. Selectman, Lenora Conger, was absent.

### **II. To See What Action the Board Wishes to take in Regard to Establishing the Mil Rate for FY17 Taxes**

Mr. First said the current mil rate is 14.65. He said Mike O'Donnell, of O'Donnell Associates, has given the Board two different mil rates for the FY17 taxes. He said the first one is 14.85, with an overlay of \$26,173.08; and the second one is 14.90, with an overlay of \$50,049.91.

Mr. Libby asked why there was no calculations for a mil rate of 14.80.

Mr. O'Donnell said tax rate of 14.80 calculated out to a negative overlay. He said a 14.81 mil rate calculated to an overlay under \$5,000. He said he likes to keep the mil rate at an even number like "0" or "5" but said he could do the calculations to a different mil rate if the Board wished, the Board approve tonight and they can stop by the office to sign the papers.

Mr. Libby said during budget discussions in December, an overlay figure of \$5,000 was used. He said he would like to see an overlay figure of \$25,000 used at budget time so the Board can get a closer idea for budgeting purposes.

*Ms. Sturgis moved and Mr. Hathorne seconded a motion to set the FY17 Mil Rate to 14.85.*

Ms. Chase said she is in favor of the 14.85 mil rate but would also be in favor of using \$25,000 for the overlay during budget discussions.

*The motion carried on a vote of 3-1, with Mr. Libby opposing.*

**III. To See What Action the Board Wishes to take in Regard to the FY17 Tax Commitment**

*Mr. Hathorne moved and Ms. Sturgis seconded a motion to sign the FY17 Tax Commitment. The motion carried on a vote of 4-0.*

**IV. ADJOURN**

*Mr. Libby moved and Mr. Hathorne seconded a motion to adjourn at 7:28 p.m. The motion carried on a vote of 4-0.*

## **BOARD OF SELECTMEN'S MEETING**

**I. CALL THE MEETING TO ORDER & ATTENDANCE**

Chairman, Linda Chase, called the meeting to order at 7:02 p.m. Present were Chairman, Linda Chase; Vice-Chairman, Steven Libby, Selectmen, Stephen Hathorne and Laura Sturgis; Town Manager, Paul First; and Recorder, Sharlene Myers. Selectman, Lenora Conger, was absent.

**II. SCHEDULE NEXT MEETING:**

**Board of Selectmen Meeting – 7:00 p.m., Monday, September 19, 2016**

**A. Adjustments to the Agenda**

*Mr. Libby moved and Mr. Hathorne seconded a motion to remove Agenda Item 4.24.*

Mr. Libby said the RFP is written in a way that puts limitations on bidders. He said he would like to see it re-written to allow for more bidders.

*The motion carried on a vote of 4-0.*

Mr. First said he would like to add under Appointments, B., Resignation of Susan Simpson from the Library Board of Trustees.

The Board agreed to add the resignation to the agenda.

### III. PUBLIC PARTICIPATION

None.

### IV. SCHEDULED ITEMS

#### 4.21 To See What Action the Board Wishes to take in Regard to Shimming of Short Bennett Road and Meadow Lane

Ted Shane, Public Works Director, said he previously brought his list to the Board of the roads to be paved in FY17. He said he has worked with his budget and is able to add two roads to the paving list, Meadow Lane and Short Bennett Road. He said these roads will have a shim coat of asphalt.

*Mr. Libby moved and Ms. Sturgis seconded a motion to shim Meadow Lane and Short Bennett Road and at seasons end to see a report of budget vs actual for Account 149. The motion carried on a vote of 4-0.*

#### 4.22 To See What Action the Board Wishes to take in Regard to Ron Henry Code Violations

Mr. First said the Board directed him to have the Town attorney send a letter to Mr. Henry concerning the violations with the violations to be resolved by a date certain. He said that date has elapsed.

Ms. Parks Larrivee said she took pictures of Mr. Henry's property earlier in the evening. She said 75% of the inventory is gone; there are only two unregistered vehicles, which he is allowed; three tents and one of them is empty; approximately 25/30 machines still on the premises that he is working on; as well as his own personal equipment and vehicles.

Mr. First said there are three options: 1) to hold fast and stick to the letter of ordinance, issue fines and legal action; 2) utilize the ordinance provision to eliminate the violation through a consent agreement; and 3) do nothing, status quo.

Mr. Libby said he is not in favor of fines or do nothing and he is not comfortable with 75%. He said if the consent agreement is the chosen path, the agreement needs to be detailed.

Ms. Parks Larrivee said the consent agreement will define the parameters that will work for both parties, not necessarily 100%.

Mr. First said the Board could also appoint a liaison to help draft the consent agreement that will come back to the Board for approval.

Ms. Chase said she would serve as the Board liaison.

*Mr. Libby moved and Mr. Hathorne seconded a motion for staff and Ms. Chase to report back to the Board with the proposed consent agreement at the October 3, 2016 Selectmen's Meeting. The motion carried on a vote of 4-0.*

**4.23 To See What Action the Board Wishes to take in Regard to Game of Chance Lucky 7 Application for Lunn-Hunnewell Amvets Post #6**

*Mr. Hathorne moved and Ms. Sturgis seconded a motion to approve the Game of Chance Lucky 7 Application for Lunn-Hunnewell Amvets Post #6 and to note there are no violations or complaints on file per the Code Enforcement Officer. The motion carried on a vote of 4-0.*

**4.24 To See What Action the Board Wishes to take in Regard to Timber Sale RFP and Associated Contract for 611 Lewiston Road Property**

Removed from agenda per motion at beginning of meeting.

**4.25 To See What Action the Board Wishes to take in Regard to Accepting Ownership of the Malaga Island Monument, Contingent upon the Receipt of Funds Sufficient to Cover the Ongoing Minimal Cost of Monument Property Insurance**

Mr. First said the remains of individuals from Malaga Island are located in the Pineland Cemetery. He said there are no names on the grave markers and the descendants of those individuals have requested to have a group monument with their names on it, to be located in the Pineland Cemetery and placed in front of the current markers. He said the monument and installation is being paid for with a grant from the State of Maine but the challenge involves the ownership and insurance of the monument. He said the project representatives are asking the Board to consider accepting ownership of the group monument if their group is able to raise sufficient funds to serve as principal, the annual interest from which would pay for the property insurance.

Mr. Hathorne asked the dimensions of the monument.

Philip Blake, a member of the Cemetery Association, said the monument measures 102" w x 6'2" h x 14" d.

*Mr. Libby moved and Mr. Hathorne seconded a motion to accept the proposed Malaga Island Monument, contingent upon the provision of a fund to the Town whose interest is sufficient to pay the annual cost of the monument property insurance; the Cemetery Association produce appropriate policies to address future requests by March 1, 2017; and those policies be reviewed by the Town Manager. The motion carried on a vote of 4-0.*

## V. APPROVE FY17 WARRANTS AND PAYROLLS #6 & #7

*Mr. Libby moved and Mr. Hathorne seconded a motion to approve the FY17 Warrants and Payrolls #6 and #7. The motion carried on a vote of 4-0.*

## VI. APPOINTMENTS

### A. Resignation of Kathleen Cruz from the *Environmental Resources Committee*

*Mr. Libby moved and Ms. Sturgis seconded a motion to accept the Resignation of Kathleen Cruz from the Environmental Resources Committee, with regret. The motion carried on a vote of 4-0.*

### B. Resignation of Susan Simpson from the *Library Board of Trustees*

*Mr. Libby moved and Mr. Hathorne seconded a motion to accept the Resignation of Susan Simpson from the Library Board of Trustees, with regret. The motion carried on a vote of 4-0.*

The Board asked to notice the vacancy on the website and channel 3.

## VII. LEGAL

Mr. First said he received notification from the bond attorney that the TIF amendment revisions will be ready for Board review at the September 19<sup>th</sup> meeting.

## VIII. WRITTEN COMMUNICATION

### A. Approve Minutes of the August 1, 2016 Board of Selectmen's Meeting

Ms. Sturgis said on page one, under attendance, it should read Selectmen, Lenora Conger and Laura Sturgis.

The Board could not vote to accept the minutes due to their being only two members present who were at the August 1<sup>st</sup> meeting.

*Mr. Hathorne moved and Ms. Sturgis seconded a motion to table until the September 19, 2016, Selectmen's Meeting. The motion carried on a vote of 4-0.*

## IX. ORAL COMMUNICATION

### A. Selectmen

Stephen Hathorne – said the Town approved the purchase of speed limit sign(s) and asked when they will be installed and where. He said the canoes and kayaks at the Fairgrounds are underutilized and would like to see them used more often. He said those wishing to use them must go to the Library to fill out the form and receive the key.

Mr. First said the signs will be in place before school opens in September.

Laura Sturgis – said the end of summer Library program and play is being held on Tuesday, August 23<sup>rd</sup>, at 6:30pm, at the Gazebo. She said it's a fun event and the kids do a wonderful job in the play.

Steven Libby – said the Public Works Design Committee held the pre-bid meeting for bidders and there were approximately 20 people present. He said there were many questions asked and the answers will be sent out to them.

Linda Chase – no comment.

**B. Town Manager**

Mr. First said the contractors will begin the replacement of the Library Roof on Thursday and hope to have it completed in five days.

Mr. First said paving will begin at the end of week or beginning of next week. He urged residents to please use caution in those areas.

**C. Dept. Heads**

**D. Boards & Committees**

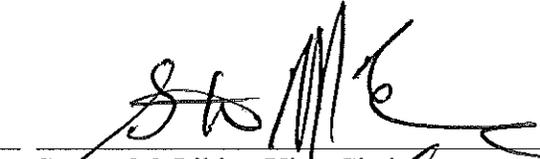
**X. ADJOURN**

*Mr. Hathorne moved and Ms. Sturgis seconded a motion to adjourn at 8:25p.m. The motion carried on a vote of 4-0.*

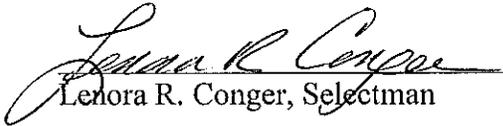
Approved September 19, 2016



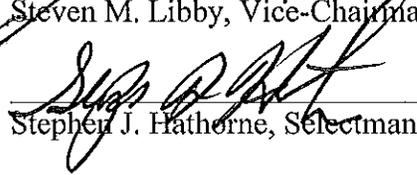
Linda D. Chase, Chairman



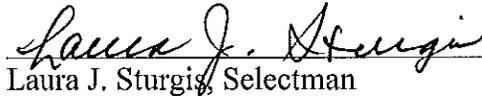
Steven M. Libby, Vice-Chairman



Lenora R. Conger, Selectman



Stephen J. Hathorne, Selectman



Laura J. Sturgis, Selectman